

Marketing Communications Specialist (Entry Level)

Location: On-Site

Employment Type: Full-Time (Entry Level)

Salary Range:

- \$50,000 – \$60,000/year base salary

About Us

- Premio Inc. is a global leader in computing technology, designing and manufacturing highly reliable solutions from the edge to the cloud for over 35 years. We innovate in Embedded IoT Computers, Ruggedized Edge AI Computers, HMI Touch Displays, and HPC Storage Servers, helping business-to-business industries solve their toughest computing challenges. Built Rugged, Built Ready – We are the industrial-grade computing machines behind the scenes. Discover more and join our company to dive into the foundation behind edge computing in an age of machine learning and artificial intelligence.

Role Overview

We are seeking a **Marketing Communications Specialist** to join our Product Marketing team. This entry-level role is ideal for someone who is organized, detail-oriented, and excited about building a foundation in marketing communications. You will support tradeshow planning, event coordination, and day-to-day administrative functions that keep our product marketing initiatives running smoothly.

What You'll Do

- Assist in planning and coordinating tradeshow, industry events, and partner programs.
- Support the creation and distribution of marketing communications, including emails, collateral, and presentations.
- Manage logistics for event preparation, including vendor coordination, booth materials, shipping, and scheduling.
- Provide administrative support for the Product Marketing team, including calendar management, budget tracking, and reporting.
- Collaborate with product marketing teams to ensure consistent messaging and branding across channels.

- Help maintain marketing databases, asset libraries, and documentation.

What We're Looking For

- Bachelor's degree in Marketing, Communications, Business, or a related field (or equivalent experience).
- Strong organizational skills with keen attention to detail.
- Excellent written and verbal communication skills.
- Ability to manage multiple tasks and meet deadlines in a fast-paced environment.
- Enthusiasm to learn and grow within a global technology company.

Why Join Us

At Premio, you'll gain hands-on experience in marketing communications, event planning, and product marketing within a growing technology company. You'll work closely with experienced marketers, contribute to high-impact events, and build the foundation for a career in marketing. You will discover the fundamental hardware technology that enables and drives AI in enterprise edge computing.

What We Offer

- Competitive entry-level salary and performance-based bonuses.
- Growth opportunities within a fast-scaling global company.
- A collaborative and supportive team culture.
- Exposure to cutting-edge computing technologies and global marketing initiatives.